



JAPAN-U.S. FRIENDSHIP COMMISSION INSTITUTIONAL GRANT APPLICATION

Applications are due on July 1 of each year. If July 1 falls on the weekend or Holiday, applications would be due in the JUSFC offices by 5:00 p.m. on the following Monday or the following business day, respectively.

Applications are only accepted only once a year. This is ****not**** a rolling deadline.

- Please submit the entire application via email to grants@jusfc.gov
- Please also submit **one hard copy** application and all supporting materials via mail to:

The Japan-U.S. Friendship Commission
1201 15th Street, NW Suite 330
Washington, DC 20005

Please include a link to any relevant media that you may want to include. Please include any passwords, as appropriate.

All proposals must be submitted via email as well as in hard copy.

- Please included the following Application Cover Sheet, followed by the
- Project Objective (one paragraph)
- Project Impact (one paragraph)
- Project Description: No more than four single-spaced typed pages in 12-point Garamond font.



APPLICATION COVER SHEET

Date

Name of Submitting Institution

Project Title

Requested Grant Amount

Proposed Time Frame of Project: (include date grant funds are needed)

Name and Complete Contact Information of the Project Director

Congressional District of the Institution

Congressional District where the project will take place. If in Japan, please indicate the prefecture

Current Institutional DUNS Number

The DUNS number must be updated annually at registered at number must be updated yearly and registered at <https://www.sam.gov>. For more information about the DUNS number, please visit: https://www.whitehouse.gov/sites/default/files/omb/grants/duns_num_guide.pdf